

**MINUTES  
MID-YEAR BUDGET REVIEW  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
CHAMBER OF COMMERCE LINCOLN ROOM  
THURSDAY, JANUARY 24, 2002  
8 A.M. TO NOON**

Commissioners Present: Bob Workman, Chair  
Bernie Heier, Vice Chair  
Kathy Campbell  
Larry Hudkins  
Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer  
Dave Kroeker, Budget and Fiscal Officer  
Trish Owen, Deputy County Clerk  
Gwen Thorpe, Deputy Chief Administrative Officer  
Kevin Abourezk, reporter for the *Journal Star*

The Mid-Year Budget Review meeting was convened at 8:05 a.m.

Kerry Eagan, Chief Administrative Officer, disseminated a copy of a letter regarding the allocation of funds for the Lincoln-Lancaster Women's Commission. (Exhibit 1)

**MOTION:** Campbell moved and Stevens seconded approval of a letter regarding the allocation of funds for the Lincoln-Lancaster Women's Commission. Stevens, Campbell and Workman voted aye. Hudkins and Heier were absent from voting. Motion carried.

**2002 Lincoln Independent Business Association (LIBA) Breakfast Meetings:**

Stevens reported he had a conflict and would not be able to attend the January 29<sup>th</sup> LIBA breakfast meeting.

Campbell agreed that she would attend the meeting in place of Stevens on January 29<sup>th</sup>.

## AGENDA ITEM

### **1 MID-YEAR BUDGET REVIEW - Dave Kroeker, Budget & Fiscal Officer**

#### **a. Mid-Year Status of Expenditure Budget**

Kroeker reviewed the projected needs for additional appropriations from County agencies, noting he had additional documentation from District Judge Karen B. Flowers, Norm Agena, County Assessor and Stephen Rowoldt, Chief Probation Officer for County Court Probation (Exhibit 2).

Eagan clarified that he did not authorize Judge Flowers to purchase new chairs, instead he directed her to visit with the Purchasing Department.

**MOTION:** Hudkins moved and Campbell seconded to request Don Killeen, Property Manager, to evaluate the need for the purchase of new chairs for law clerks in District Court and to notify Judge Flowers that the requisition for the chairs be held unless they have already been purchased. Stevens, Campbell, Hudkins, Heier and Workman voted aye. Motion carried.

Kroeker stated the total request of all agencies, excluding the requests by the County Assessor and the District Court Judge, are \$3,726,000 and noted that \$3,916,000 is available in the budget. He also explained that the \$1,500,000 in the Contingency Fund would be used for salary increases.

Kroeker distributed documentation entitled *Lancaster County Payroll Data for Fiscal Year 2002* and *Lancaster County Payroll Data Year for Fiscal Year 2001* (Exhibit 3).

Campbell said the requests for increased funding for salaries was being driven by increases in benefits and salaries, not because of hiring additional full-time employees.

Kroeker gave a brief overview of the following documents contained in *Mid-Year Budget Retreat, January 24, 2002* (on file in the County Clerk's Office):

- ▶ December 31, 2001 Report of Expenditures Versus Budget (Page 1-4)
- ▶ December 31, 2001 Report of Payroll Costs Versus Budget (Page 1-6)
- ▶ Fiscal Year 2002 Versus Fiscal Year 2001 Six Month Expenditure Comparison (Page 1-8)
- ▶ Fiscal Year 2002 Versus Fiscal Year 2001 Six Month Payroll Comparison (Page 1-9)

- ▶ Juvenile Court Boarding Contracts (Page 1-10)
- ▶ Overtime Usage Compared to Budget (Page 1-12)
- ▶ Fiscal Year 2002 Versus Fiscal Year 2001 Six Months of Overtime (Page 1-13)

Also discussed were debts and payments regarding prisoner reimbursement, General Assistance and Families First and Foremost.

**MOTION:** Campbell moved and Hudkins seconded to send a letter to the Nebraska Department of Administrative Services regarding slow payment in the areas of General Assistance, Families First and Foremost and Corrections, with copies to be sent to the Lancaster County Senate delegation and the Governor. Stevens, Campbell, Hudkins, Heier and Workman voted aye. Motion carried.

#### **b. Mid-Year Status of Revenue Budget**

Kroeker reviewed the following documents contained in *Mid-Year Budget Retreat, January 24, 2002* (on file in the County Clerk's Office):

- ▶ December 31, 2001 Report of Revenues Versus Budget (Page 2-1)
- ▶ Fiscal Year 2002 Versus Fiscal Year 2001 Six Months Revenue Comparison (Page 2-2)
- ▶ Inheritance Collections Comparison (Page 2-3)
- ▶ Register of Deeds Fees Comparison (Page 2-4)
- ▶ Cash Flow Fiscal Year 2002 (Page 2-5)
- ▶ Cash Flow Fiscal Year 2001 (Page 2-6)
- ▶ Cash Flow Fiscal Year 2000 (Page 2-7)
- ▶ Interest Income Comparison (Page 2-8)
- ▶ Special Session Cuts (Page 2-9)

#### **c. Other Issues**

- ▶ **Lancaster County Building Fund Budget** (Page 3-1) - Will need approximately \$500,000 of the \$1,049,652 allocated for the new Lancaster County Juvenile Detention Center to pay the remaining bills after the bond funds have been spent. The remaining \$550,000 can be applied to Debt Service for Fiscal Year 2003.
- ▶ **Keno Fund Collections and Keno Fund Budget Fiscal Year 2002** (Page 3-2 and Page 3-3) - All projects may not be completed this fiscal year and it is anticipated that excess projects should not be a problem. \$994,000 fund balance, as of December 31, 2001.

Other documents briefly reviewed which were contained in *Mid-Year Budget Retreat, January 24, 2002* (on file in the County Clerk's Office):

- ▶ Information Service Fund Budget (Page 3-6)
- ▶ Personal Computer Requests for Fiscal Year 2002 (Page 3-7)
- ▶ Eight Year History of Micro Computer Purchases (Page 3-8)
- ▶ Trial Preparation Software County Attorney (Page 3-9)
- ▶ Nine Year Summary Indigent Defense Costs (Page 3-10)
- ▶ Eight Year Detail of Indigent Defense Costs (Page 3-11)
- ▶ Six Year History of Year End Fund Balances (Page 3-12)
- ▶ Debt Service by Fiscal Year (Page 3-13)
- ▶ Leases with NACO (Page 3-14)

**MOTION:** Hudkins moved and Campbell seconded to fund the trial preparation software (WINFORCE) for the County Attorney's Office from the micro computer fund. Stevens, Campbell, Hudkins, Heier and Workman voted aye. Motion carried.

#### **d. Five-Year Forecast**

Kroeker gave a brief overview of the following documents contained in *Mid-Year Budget Retreat, January 24, 2002* (on file in the County Clerk's Office):

- ▶ Six Year History of General Fund Budget (Page 4-10)
- ▶ Six Year History of Tax Requirements (Page 4-11)
- ▶ Five Year Forecast - Base Budget - Fiscal Year 2002 (Page 4-1)

Kroeker stated the lid bill allows for a 2.5 percent increase, plus growth. He stated last year's growth was four percent. At some point, Kroeker said, the County will need to slow down spending or look at revisions in the lid bill law.

Kroeker also reported that there would be no change in State Aid or in the Inheritance Fund and that there would be an increase in Cash Reserves and a decrease in Interest Income.

Kroeker noted the biggest unknown would be in Line Item 26, General Fund Cash Balances.

Campbell said she felt future funding for Lancaster Manor, Corrections and Mental Health will be challenging.

Campbell also stated she feels the local political subdivisions will need to speak to the Legislature in the future about providing a trigger mechanism which would allow for cities and counties growing at certain rates. She explained there is a great difference between counties/cities who are not growing as compared to those whose population is greatly increasing. Those differences, she said, demand that there be more latitude in lids.

Other documents reviewed by Kroeker which are contained in *Mid-Year Budget Retreat, January 24, 2002* (on file in the County Clerk's Office) were as follows:

- ▶ Group Insurance Increase for Fiscal Year 2003 (Page 4-4) - Increased 20.5 percent or \$1,096,000
- ▶ Estimated Public Building Commission Debt Service Commitment by County (Page 4-5)
- ▶ Corrections Master Plan - Summary of Recommendations (Page 4-6)
- ▶ Corrections Master Plan - Staffing Increase Current Workload (Page 4-7)
- ▶ Corrections Master Plan - Staffing Increase for Changes in System (Page 4-8)
- ▶ Corrections Master Plan - Priorities - Start and Finish (Page 4-9)
- ▶ History of Payroll Costs and Selected Benefits (Page 4-12)
- ▶ Change in Consumer Price Index CPI-U (Page 4-13)
- ▶ Twelve Month Change in CPI (4-12)

**Expansion of Nebraska Association of County Officials (NACO) Board:**

**MOTION:** Campbell moved and Hudkins seconded to add to the 1:30 p.m. Mid-Year Budget Review agenda discussion regarding the expansion of the Nebraska Association of County Officials (NACO) Board. Workman, Heier, Hudkins and Campbell voted aye. Stevens was absent from voting. Motion carried.

### e. Letters from Agencies

#### Records and Information Management Department:

Board consensus to deny the request for additional appropriations for a document archive writer for the Records and Information Management Department and request that Brian Pillard, Records Manager, bring the request back to the County Board next year.

#### County Court Probation:

**MOTION:** Campbell moved and Stevens seconded to place on a Tuesday County Board agenda the consolidation of the Lancaster County Probation Budget (674) and the District Probation Budget (672) because of the merger of the departments on January 1, 2002. Stevens, Campbell, Heier and Workman voted aye. Hudkins was absent from voting. Motion carried.

Kroeker reviewed the agency requests for additional appropriations (see *Mid-Year Budget Retreat, January 24, 2002* (Pages 5-1 through 5-6)).

**MOTION:** Campbell moved and Heier seconded to approve the list as presented on the anticipation of additional appropriations that are allotted for in the Contingency Fund. Stevens, Campbell, Heier and Workman voted aye. Hudkins was absent from voting. Motion carried.

The Mid-Year Budget Review meeting was recessed at 11:32 a.m.

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Bruce Medcalf  
County Clerk